

The Simply Luxurious Life's Cleaning Schedule (thesimplyluxuriouslife.com)

Task	Daily	Weekly	Monthly	Every 6 months	Yearly
DAILY					
Make the bed	X				
Pick up after yourself	X				
File incoming mail	X				
Clean as you cook <small>(thank-you-for-coming bowl – a la Rachael Ray!)</small>	X				
WEEKLY					
Launder sheets, towels, bath mats – anything used regularly		X			
Clean the bathrooms – everything		X			
Dust – tables, televisions, lamps, etc.		X			
Clean mirrors		X			
Vacuum and mop floors, vacuum upholstered furniture		X			
Empty all trash and wipe canister		X			
Recycle old magazines, newsletters, etc.		X			
Go through fridge – take stock and toss if necessary		X			
Clean all counters, microwave, toaster, sinks, vents, and ovens in kitchen		X			
Clean hand prints, pet prints from windows and doors		X			
Add fresh flowers to dining room, coffee tables, bed stands, etc.		X			
TWICE A YEAR					
Clean all windows – inside & out				X	
Flip mattress				X	
Clean pantry				X	
Clean refrigerator				X	
Clean oven thoroughly				X	
Launder pillows				X	
Wipe baseboards and moldings				X	
YEARLY					
Clean the fireplace					X
Check/Service HVAC					X